

RAUF DENKTAS UNIVERSITY
"For International Employment"



**STUDENT CLUBS
CODE**

No. 3e

RAUF DENKTAS UNIVERSITY STUDENT CLUBS CODE

(Code Under Rauf Denктаş University Establishment and Operation Bylaw, Art 10 And 58)

Rauf Denктаş University Senate adopts the following Code on the basis of the authority granted by the Rauf Denктаş University's Establishment and Operation Bylaw.

PART ONE

General provisions

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| Short Name | 1. This Code shall be referred to as the "Student Clubs Code". |
| Purpose | 2. The purpose of this Code is to regulate the establishment of 'Student Clubs' and their working principles in relation to extracurricular, cultural, artistic and sports activities held by Rauf Denктаş University. |
| Scope | 3. The principles mentioned in this Code are applicable to students in the English Preparatory School, students registered in Associate degree programs and undergraduate students at Rauf Denктаş University. |
| Membership and Rights Associated with Membership | 4. <ol style="list-style-type: none">a) All Rauf Denктаş University students have the right to become a member of a student club.b) Members are entitled to benefit from all opportunities offered to members by their club.c) Members have the right to attend the General Assembly meetings and express their opinion. |
| Termination of Membership | <ol style="list-style-type: none">d) Memberships shall terminate automatically at the end of the academic year.e) Club members can cancel their membership by submitting a written application to the Board of Directors. No explanation is needed regarding the reason for cancellation. |
| Governing Bodies of the Club | 5. The General Assembly consists of active members of the Club. The Assembly: <ol style="list-style-type: none">a) Elects the Board of Directors for a year.b) Votes on amendments to internal Proceduresc) Votes on the dismissal of individual members, honorary membership to the Club and consultancy offers.d) Meets at least once every academic year. It convenes extraordinarily upon the call of the Board of Directors and / or the signature of 51% active members.e) General assembly meetings that do not constitute the absolute majority of active members shall not be considered valid. |
| Board of Directors | 6. <ol style="list-style-type: none">a) The Board of Directors consists of a President, a Vice President, a Secretary, and a Financial Affairs Officer elected by the General Assembly at the beginning of each academic year.b) The President of the Board of Directors is also a natural member of the Rauf Denктаş University Clubs Association. S/He may participate in the Association of Clubs and be part of the administrative team of the Clubs Association.c) The Board of Directors is responsible for the execution and supervision of the activities of the club, the implementation of the relevant Bylaws, as well as the Clubs income and expenses to the University administration and its members.d) The Board of Directors shall submit its draft budget and programs at the beginning of the academic year and the year-end activity and financial balance sheets at the end of the academic year to the Student Clubs and Leadership Office and the Financial Affairs Committee of the Supreme Council |

of Clubs. This will be done by means of the General Assembly of the Association of Clubs.

- e) The decisions taken at the Board of Directors should be recorded in the decision book.
- f) Members of the Board of Directors can invite honorary members and advisors to the meetings, but these persons cannot vote.
- g) The Board of Directors can be dismissed by 51% of the active members.

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| Club Advisor Duties | 7. | To support student activities in the programming and realization of the activities of the club and with the appropriate use of the budget in mind, student club counselors help newly established clubs prepare their operating principles and ensure coordination and communication between clubs. |
| Club Representative | 8. | The Club Representative is the member who is elected by club members at the beginning of each academic year to represent the club in meetings with the relevant units of the University. |
| Eligibility to Establish Student Clubs | 9. | <ul style="list-style-type: none">a) A CGPA of 2.00 and above and / or a minimum 2.00 GPA in the previous semester. No GPA is required for the Preparatory School students. Summer semester averages are also not taken into account.b) Not having received any punishment in accordance with the Rauf Denktaş University 'Disciplinary Code,c) Students enrolled in Associate, Undergraduate and Graduate programs must not have exceeded the normal period of study (excluding preparatory education) in the department in which they have been enrolled.d) Lack of a criminal record,e) Absence of membership and duty in any political party |
| Functioning of the Club | 10. | <ul style="list-style-type: none">a) The decisions of joint meetings of all General Assemblies, Boards of Directors and Clubs to be held during each academic year shall be communicated in writing to the Student Clubs immediately following the meetings.b) The purpose and content of the activities expected to be organized during the year shall be indicated in each academic year. The dates of the activities shall be fixed. The necessary approvals for the events to be held shall also be received by the student club advisor.c) At the end of the academic year, student clubs report all the activities of the completed academic year to the Rectorate through the student club advisor. |
| Selection of Club Presidents | 11. | Club presidents are elected unanimously from among the members who have established the club. |
| Required Rules for Club Establishment | 12. | <ul style="list-style-type: none">a) The club's application procedures at the university are completed by filling out the form via the University website or by hand and submitting it to the Secretary of the Student Council no later than the deadline.b) Announcements regarding the application process shall be made on the University website.c) Applications made after the deadline shall not be considered.d) A club whose application process has been approved shall perform at least one activity in each academic term. |
| Financial Status | 13. | <ul style="list-style-type: none">a) The club 's revenues consist of the membership fee, the amount of which will be transferred from the university budget to the club with the approval of the board of trustees, |

and the income to be derived from the club 's activities, donations and other income.

- b) The club's expenses include the purchase, maintenance and repair costs of club activities, trainer fees and other transportation, food and organization expenses required for club activities.
- c) All club revenues included in the article shall be deposited in the bank account indicated by the Rector and the expenditure of the funds deposited in that account shall be carried out on the recommendation of the Advisor and with the approval of the Rector. In principle, the club 's income shall be spent on the club that generated the income.

Club Rights

- 14. a) Club members shall elect / change the president of the club unanimously,
- b) Employing part-time students, if necessary, by student clubs with the approval of the Student Council Directorate.
- c) Requesting a specific budget for the activity to be carried out,
- d) Ensuring that the necessary technical support is provided by the University,
- e) Requesting payment in case of approved part-time student employment,

University Rights

- 15. a) Rejecting applications if the club's goals and activities are not suitable,
- b) Reserving the right to make changes to the requested events,
- c) Stopping club activity even when there is a club organization, but club activities do not address the objectives of the university.

FINAL PROVISIONS

Entry into Force

- 16. This Code takes effect from the date of its approval by the Senate of Rauf Denktaş University.

Execution

- 17. This Code shall be executed by the Rector of Rauf Denktaş University.

Attachments

- : **Annex 1. Student Council Community / Club Application Form**
- : **Annex-2. Student Council Club Activity Application Form**
- : **Annex-3. Student / Community / Club Advisor Acceptance Form**
- : **Annex-4. Student Community / Club Update Form**
- : **Annex-5. Club Board Form**